

# **BUILDING DEVELOPMENT COMMISSION**

## **Minutes of August 20, 2019 Meeting**

Vice-Chair, John Taylor, opened the Building Development Commission (BDC) meeting at 3:02 p.m. on Tuesday, August 20, 2019.

**Present:** Aaron Moody, John Taylor, Michael Stephens, Glenn Berry, Melanie Coyne, Elizabeth Frere, Vince, Busby, Paul Stefano, Zeke Acosta, Rodney Kiser, and Tom Brasse

**Absent:** Terry Knotts, Brandon Brown, and Andrew Kennedy

### **1. MINUTES APPROVED**

Glenn Berry made the motion to approve the minutes from the July 16, 2019 BDC Meeting, seconded by John Taylor. The minutes were approved unanimously.

### **2. BDC MEMBERS' ISSUES AND INDUSTRY ASSOCIATION ISSUES**

No member or association issues.

### **3. PUBLIC ATTENDEE ISSUES**

No public attendee issues.

### **4. LIVE REMOTE INSPECTIONS**

Patrick discussed RCI change out inspections like for like process. Currently we are working on feedback from customers as an incentive for customers. RCI change out will have its own process. Qualification board approved and a classroom structure is currently being built. To be identified through pilot program will blend how department can use multi trade looking at 30k to 40k inspections and will live remote in utilizing both these tools.

GB: Will contractors with minor failures have facetime capabilities with inspectors to correct and not have to go back out to correct?

PG: We are deciding the best place for this currently.

MC: How many expired permits?

PG: We have a lot.

ZA: Is a certified letter is an answer?

PG: Technology will be involved for transparency.

MC: Does cancel mean the project never got off the ground?

PG: It could, depending the stage of the job. Live remote is only for single family residential right now for top performing contractors. We are gearing up for high performing general contractors as an incentive. The first phase is the reinspections.

TB: How will this work on a scheduling basis?

PG: We are going to operate on a calendar basis for new inspections – when the contractor is ready on calendar we'll remote. Reinspections not knowing volume or growth will work with field inspections.

We've talked about the vision after and it's a resource issue. When functionality is working and performance is high, we will have the proper tools. Budget discussions will be upcoming.

TB: Does it have to be live?

PG: Yes, it must be live.

## **5. ZONING CHANGES IN RESIDENTIAL PERMITTING**

Patrick discussed changes accessory dwelling and accessory structures where contractors can submit online. Zoning would like to change those and move to a 5-day review. Change to confirm everything complies.

We will take those 2 elements and move them into plan review which is a 5-day review.

MC: How many are going to change?

Shad: About 1,000.

TB: If we support this and would it become effective the first of the year?

PGG: Implementation is 60 days with notification to customer with signs at counter and emailed notification.

MC: who are the primary offenders?

Shad? I don't know.

MC: Why wait even 60 days?

PG: We are trying to determine the best way for customer.

## **6. CHARLOTTE WATER UPDATE**

Tommy Rowland described a policy change due to information received from the state effective July 1<sup>st</sup>. We were asked how it affects those if we are not doing it. If the state was not inspecting and Charlotte is not permitting those lines, then Charlotte Water would be inspecting. This information was sent out in a newsletter and we received engineer feedback. We reached out to Charlotte Water asking for clarification from Charlotte Water and it's still on the County. We reached out to DOI and asked if Charlotte Water can send this directly to the State. The State said it is not acceptable, it's all or nothing. We are looking at registered design professionals we have to check into legalities and have our attorney review the process. Charlotte Water is working on this piece today. Hope to bring closure next month on this issue.

## **7. CHARLOTTE WATER – FOCUS GROUP**

Thurman Howe asked members to attend a stakeholder focus group meeting in the overall operation, proposed to anyone interested. A 2-hour meeting Wednesday September 25<sup>th</sup> from 1-3. This meeting and this discussion will happen during the regular DSTAC meeting.

## **8. TECHNOLOGY UPDATE**

Accela meetings are ongoing. Accela user base are fully integrated within Accela, also movement of data is underway. Starting raw development of that solution. Development of towns has been created. First spring started early October. Now and then having people coming in working on raw data. Estimator and scheduler deep into the development. Sprint in July posse update August changes to plan reviews open for more than 15 days and will pull those older than 15 days. Sept/Oct IBA calendar and scheduling 156 calendar hours.

## **9. DSTAC / BDC JOINT MEETING PLANNED FOR OCTOBER 15<sup>th</sup>**

Patrick confirmed the next UDSC joint meeting of DSTAC and BDC will be held October 15<sup>th</sup>.

## **10. AFFORDABLE HOUSING FOLLOW-UP**

Patrick discussed the follow-up from the May 13<sup>th</sup> discussion on providing funding for affordable housing.

Five BDC members discussed how to incentive affordable housing. Discussion items included: issue a permit for multi-family and track affordable housing numbers and stats. Tom Smith tracks the commercial size. Incentivize builders to build more affordable housing. Look at taking \$500k out general fund for those permitting fees. We will bring back next month for next month vote. Stephanie is working on the finances. In the meeting next month, we'll bring to you for a vote. Then bring to the BOCC for vote.

MC: How many projects approximately?

TS: 9

MS: How do you define affordable housing?

Patrick Granson asked Nan Peterson to send out affordable housing description to all.

MS: Renovation or new construction?

PG: Only new construction.

MS: It would be helpful to include renovation.

## 11. July Statistics

### Permit Revenue

- July permit (only) rev \$2,529,146 compared to June permit (only) rev \$2,792,275 FY19 budget projected monthly permit rev; \$2,427,503
- YTD permit rev = \$2,529,146 is above projected rev (\$2,427,503) by \$101,642.75 or 4.19%

### Permits Issued:

	June	July	3 Month Trend
<b>Residential</b>	5673	6155	6894/5673/6155
<b>Commercial</b>	3369	3378	3675/3369/3378
<b>Other (Fire/Zone)</b>	273	366	345/273/366
<b>Total</b>	9315	9899	10914/9315/9899

- Changes (June/July); Residential up 8.5%; commercial up .28%; total up 6.27%

### Inspection Activity: Inspections Performed

Insp. Req.	June	July	Insp. Perf.	June	July
<b>Bldg.</b>	9,296	9,883	<b>Bldg.</b>	9,279	9,755
<b>Elec.</b>	9,889	10,681	<b>Elec.</b>	8,436	9,218
<b>Mech.</b>	5,486	5,924	<b>Mech.</b>	4,899	5,107
<b>Plbg.</b>	4,511	4,755	<b>Plbg.</b>	3,623	3,839
<b>Total</b>	30,926	31,243	<b>Total</b>	26,237	27,919

- Changes (June-July); requests up 1.03%; inspect performed up 6.04% overall
- Insp performed were 90% of insp. requested

**Inspection Activity: Inspections Response Time (new IRT report)**

Insp. Resp. Time	OnTime %		Total % After 24 Hrs. Late		Total % After 48 Hrs. Late		Average Resp. in Days	
	Jun	Jul	Jun	Jul	Jun	Jul	Jun	Jul
Bldg	81.0	77.7	98.5	95.2	99.8	99.0	1.63	1.72
Elec.	81.5	81.2	97.1	96.4	99.8	99.1	1.21	1.22
Mech.	80.1	81.0	96.1	95.2	99.7	99.0	1.23	1.25
Plbg.	87.5	84.6	98.3	96.9	99.9	99.5	1.14	1.19
Total	82.0	80.9	97.0	95.8	99.7	99.1	1.21	1.38

- Per the BDC Performance Goal agreement (7/20/2010), the goal range is **85-90%**; **July is currently 80.9%**.

**Inspection Pass Rates for July 2019:**

OVERALL JULY MONTHLY AV'G @ 83%; June was 84%

**Bldg:** June – 74.68%                      **Elec:** June – 83.96%  
 July – 76.29%                                      July – 83.11%

**Mech:** June – 87.25%                      **Plbg:** June – 90.15%  
 July – 86.40%                                      July – 89.56%

- Overall average at 83%, above the 75-80% goal range.

**OnSchedule CTAC and Booking Lead Times for July 2019**

CTAC:

- 110 first reviews, compared to 106 in June
- Project approval rate (pass/fail) – 63%
- CTAC was 32.26% of OnSch (\*) first review volume  
 \*CTAC as a % of OnSch is based on the total of only scheduled and Express projects

On Schedule:

- January, 17: 217 – 1<sup>st</sup> rev'w projects; on time/early – 89% all trades, 90% on B/E/M/P only
- February, 17: 237 – 1<sup>st</sup> rev'w projects; on time/early – 91.35% all trades, 92.8% on B/E/M/P only
- March, 17: 279 – 1<sup>st</sup> rev'w projects; on time/early – 88.7% all trades, 90% on B/E/M/P only

- April, 17: 216 – 1<sup>st</sup> rev’w projects; on time/early – 90% all trades, 93% on B/E/M/P only
- May, 17: 303 – 1<sup>st</sup> rev’w projects; on time/early – 93% all trades, 96% on B/E/M/P only
- June, 17: 277 – 1<sup>st</sup> rev’w projects; on time/early – 95.8% all trades, 96% on B/E/M/P only
- July, 17: 260 – 1<sup>st</sup> rev’w projects; on time/early – 95.02% all trades, 97% on B/E/M/P only
- August, 17: 282 – 1<sup>st</sup> rev’w projects; on time/early – 95% all trades, 96% on B/E/M/P only
- September, 17: 224 – 1<sup>st</sup> rev’w projects; on time/early – 91% all trades, 96% on B/E/M/P only
- October, 17: 236 – 1<sup>st</sup> rev’w projects; on time/early – 92% all trades, 95% on B/E/M/P only
- November, 17: 243 – 1<sup>st</sup> rev’w projects; on time/early – 87% all trades, 95% on B/E/M/P only
- December 17: 182 – 1<sup>st</sup> rev’w projects; on time/early – 62% all trades, 70% on B/E/M/P only
- January 18: 210 – 1<sup>st</sup> rev’w projects; on time/early – 68% all trades, 73% on B/E/M/P only
- February 18: 286 – 1<sup>st</sup> rev’w projects; on time/early – 89% all trades, 94% on B/E/M/P only
- March 18: 271 – 1<sup>st</sup> rev’w projects; on time/early – 87% all trades, 93% on B/E/M/P only
- April 18: 283 – 1<sup>st</sup> rev’w projects; on time/early – 90% all trades, 95% on B/E/M/P only
- May 18: 252 – 1<sup>st</sup> rev’w projects; on time/early – 93% all trades, 96% on B/E/M/P only
- June 18: 262 – 1<sup>st</sup> rev’w projects; on time/early – 93% all trades, 97% on B/E/M/P only
- July 18: 219 – 1<sup>st</sup> rev’w projects; on time/early – 90% all trades, 94% on B/E/M/P only
- August 18: 272 – 1<sup>st</sup> rev’w projects; on time/early – 93% all trades, 97% on B/E/M/P only
- September 18: 207 – 1<sup>st</sup> rev’w projects; on time/early – 87% all trades, 90% on B/E/M/P only
- October 18: 212 – 1<sup>st</sup> rev’w projects; on time/early – 88% all trades, 93% on B/E/M/P only
- November 18: 255 – 1<sup>st</sup> rev’w projects; on time/early – 92% all trades, 94% on B/E/M/P only
- December 18: 181 – 1<sup>st</sup> rev’w projects; on time/early – 87% all trades, 92% on B/E/M/P only
- January 19: 252 – 1<sup>st</sup> rev’w projects; on time/early – 90% all trades, 93% on B/E/M/P only
- February 19: 278 – 1<sup>st</sup> rev’w projects; on time/early – 93% all trades, 94% on B/E/M/P only
- Mar 19: 254 – 1<sup>st</sup> rev’w projects; on time/early – 91% all trades, 92% on B/E/M/P only
- Apr 19: 302 – 1<sup>st</sup> rev’w projects; on time/early – 89% all trades, 94% on B/E/M/P only
- May 19: 284 – 1<sup>st</sup> rev’w projects; on time/early – 92% all trades, 94% on B/E/M/P only
- June 19: 258 – 1<sup>st</sup> rev’w projects; on time/early – 91% all trades, 93% on B/E/M/P only
- July 19: 258 – 1<sup>st</sup> rev’w projects; on time/early – 91% all trades, 95% on B/E/M/P only

#### Booking Lead Times

- On Schedule Projects: **for reporting chart posted on line**, on July 29, 2019, showed
  - 1-2 hr projects; at 2-14 work days booking lead,
  - 3-4 hr projects; at 2-29 work days lead,
  - 5-8 hr projects; at 2-29 work days lead,
- CTAC plan review turnaround time; BEMP at 5 work days, (all others @ 1 day)
- Express Rev’w booking lead time; 6 work days for small projects, 7 work days for large projects

#### **Fire Marshal’s Office**

- Inspections Performed (new) – 90
- Plan Reviews Performed - 99
- Recurring Fire Inspections – 422
- Public Education Programs – 3
- Fire / Other Incident Investigations – 28

**12. Manager/CA Added Comments**

No Manager/CA added comments.

**13. Adjournment** 4:23

The August 20<sup>th</sup> meeting of the Building Development Commission adjourned at 4:23 p.m. The next meeting of the Building Development Commission is Scheduled for *September 17<sup>th</sup>, 2019.*